



## NORTHWEST POWER NORTHWEST VALUES

<b>Job Title &amp; Series:</b> Power System Control Craftsman Trainee 5 (Control Center)	<b>Job Announcement Number:</b> 10056-12
<b>Grade &amp; Hourly Wage Rate**:</b> BB-2604: \$39.70 per hour  **In addition to the wage rate, BPA currently pays a 3.16% differential per hour for each non-overtime hour worked. This differential is separate from other premiums that are paid under the negotiated collective bargaining agreement.	<b>Opens:</b> 05/25/12 <b>Closes:</b> 06/15/12  <i>(Applications must be received by 11:59 p.m. Pacific Time (PT) to be accepted.)</i>
<b>Organization:</b> Transmission Services / System Operations / Control Center HW Design & Maintenance/ Control Center PSC (TOHP)	<b>Location:</b> Vancouver, WA  <b>Federal Employees:</b> Federal transfer/ recruitment incentive may be available for this position.
<b>Type of Position:</b> This is a permanent position with a full-time work schedule.	
<b>Anticipated number of positions to be filled:</b> 1	

### ELIGIBILITY:

Applications will be accepted from current and former competitive service Federal employees, and those eligible under special hiring authorities. Veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service may apply.

BPA employees not currently in a Power System Control Craftsman Trainee position must submit a complete application packet including a resume, supplemental questionnaire, and a current, Non-Employment Driving Abstract to receive consideration. Failure to submit driving record will result in a determination of not qualified.

[NOTE: BPA employees currently in a position that requires a driving abstract do not need to submit a driving record at this time.]

### JOB SUMMARY & MAJOR DUTIES:

The Power System Control Craftsman Trainee 5 works under the direct supervision of Power System Control Craftsmen or PSC Engineers. As a trainee, the incumbent performs a variety of tasks designed to provide experience which will enhance the trainee's technical understanding and skill in the use of the tools and equipment of the work. The Power System Control Craftsman Trainee performs all duties in compliance with government regulations, BPA safety rules, and the BPA-CPTC Collective Agreement.

The Power System Control Craftsman Training program is a formal 3-year program consisting of six steps of 6 months each starting at step 5 and ending at step 10. Trainees will be promoted to Craftsman after successfully passing the tenth step. In addition to satisfactorily completing the on-the-job training portion of the program, trainees are required to satisfactorily complete a related training course over the 3-year period which will entail 4 to 6 hours each week of their own time. Failure to perform satisfactorily in either phase of the training and pass with an overall grade for each period of 70%, as set forth in the PSC Craftsman Training Program, will be sufficient cause for removal from the program.

The Power System Control Craftsman Trainee is responsible for repairing faulty equipment and ensuring the operability of power system control equipment. The work is performed under the supervision of a Craftsman or PSC Engineer who outlines the assignments and the objectives, suggests and discusses the work. The work is closely reviewed for

conformance to instructions, accuracy, completeness and appropriateness of any actions taken. The trainee works independently on all aspects of the work for which they are fully trained. The Trainee is responsible for good work practices, learning the information required in each step and related training material, and for completion of tasks in a manner which will insure personal safety, the safety of the crew, and minimize equipment damage or failure and interruption of communication equipment. Power System Control Craftsman Trainees are accountable for government-owned, assigned personal property. They are also responsible for the proper use of tools, vehicles, and other work equipment that they use.

## **KEY REQUIREMENTS**

- **If selected, you will be required to pass an advanced level pre-appointment background investigation and physical examination and drug screening.**
- **This position has two Selective Placement Factors (Good Driving; Conditions of Employment).**
- **1 to 5 nights of overnight travel per month is a requirement of the position.**

## **Working Conditions**

Most of the work is indoors although some of the power line carrier and mobile radio work is outside. Work may involve occasional travel to remote sites, and exposure in all kinds of weather. Repair work or other emergency work may be required at any time of a 24-hour day. Voltages up to several thousand volts may be present in some types of equipment. Some of the work is performed around moving machinery in the auxiliary power equipment. The work may involve driving maintenance vehicles over steep and narrow mountain roads. Work may involve working alone and possibly in isolated locations. The work environment will occasionally include high noise levels, or exposure to toxic or hazardous substances (i.e., acids, solvents, etc.) that could, if precautions are not followed, pose a health risk. Proper respiratory and safety equipment shall be worn when hazardous substances are being handled.

## **MINIMUM QUALIFICATIONS:**

### **SPECIALIZED EXPERIENCE**

**The Power System Control (PSC) Craftsman Trainee** is an advanced journeyman level technician position (not an apprenticeship position), using experience gained to perform preventive and corrective maintenance on power system control equipment. The BPA Power System Control (PSC) Craftsman Trainee Program requires the employee to complete a training program that orients them to the specific communication equipment and systems utilized in Bonneville Power Administration.

To be determined qualified, you must demonstrate you possess the required knowledge, skills and abilities during our progressive evaluation determination process. First, we will evaluate your application package to determine the quality and extent of your experience, education and/or training reflected in your application package.

**Technical Interview:** The second/final step in our qualification determination process is the Technical Interview. If your application supports the required skills, we will invite you to a technical interview, during which we will verify the experience and education described in your application materials. The Technical Interview will address the following Job Elements (below).

Candidates will be evaluated on the basis of experience, education, training, supervisory appraisal and/or potential on the following elements to determine those who are minimally qualified and those who are best qualified. You are encouraged to submit the attached supplemental questionnaire as part of your application package. Failure to submit this questionnaire may result in a determination of not qualified.

**NOTE:** You must submit a copy of college transcripts or training certificates with your application if substituting education for specialized experience, institutional logos must appear on the documents. Applicants DD-214 (Member 4 Copy) may suffice for proof of military training completed.

## JOB ELEMENTS:

1. ABILITY TO PERFORM THE WORK OF A PSC CRAFTSMAN TRAINEE 5 WITHOUT MORE THAN NORMAL SUPERVISION. **Element 1 is a screen out element for PSC Craftsman Trainee.**
2. KNOWLEDGE OF THE ASSEMBLY, ADJUSTMENT, AND REPAIR OF ELECTRONIC AND COMMUNICATION EQUIPMENT.
3. USE OF ELECTRONIC TEST EQUIPMENT.
4. KNOWLEDGE OF ELECTRONIC COMMUNICATION THEORY.
5. KNOWLEDGE OF ELECTRONIC EQUIPMENT AND TROUBLESHOOTING PROCEDURES AND DOCUMENTATION.

In order to be rated as meeting the minimum qualifications, we must be able to determine from your application package that you have the specialized experience required as described above. Applicants who have qualifying experience performed on less than a full-time basis must specify the percentage and length of time spent in performance of such duties.

## SELECTIVE PLACEMENT FACTORS

This position has a selective factor which will serve as a screen-out element. You must submit a copy of your current driving record obtained from the Dept. of Motor Vehicles or equivalent State agency, covering the past three years and dated within the last three months. Failure to submit a complete & current driving record prior to the closing date will result in a rating of not qualified. Applicants who do not possess a good driving record will receive no further consideration for this position (Details are provided in the 'Qualifications' section of the announcement, below.) \*Selectee will be required to submit an updated driving record prior to appointment.

**Good Driving:** Candidates with a poor driving record will be immediately disqualified from consideration (as per definition of Disqualifying Driving Records below\*). Applicants must submit a copy of their complete Non-Employment driving record (obtained from the Department of Motor Vehicles, covering the past 3 years and dated within the last 90 days). Failure to submit your current driving record will result in not receiving consideration.

Applicants must submit a copy of their complete Non-Employment driving record (obtained from the Department of Motor Vehicles, covering the past 3 years and dated within the last 90 days). Candidates with a poor driving record will be immediately disqualified from consideration (as per definition of Disqualifying Driving Records below\*). Failure to submit your current driving record will result in not receiving consideration. If selected, you will be required to maintain a valid state driver's license.

\*Disqualifying Driving Records: Within the past three years, any of the following conditions disqualify an applicant for a U.S. Government Motor Vehicle Authorization:

- A. Conviction for operating a motor vehicle under the influence of alcohol or a controlled substance.
- B. Conviction for leaving the scene of an accident without making his or her identity known.
- C. Driver's license suspended, revoked or canceled.
- D. Any recurrent record of auto accidents/incidents, traffic violations, or arrests, which demonstrate that the applicant does not have an adequate sense of responsibility. This may be shown by any of the following:
  - Auto Accidents/Incidents
  - Traffic Arrests
  - Conviction for fleeing or attempting to elude a police officer.
  - Conviction for a felony involving the use of a motor vehicle.
  - Two or more accidents in which the applicant was at fault.
  - Two or more excessive speeding violations (15 miles per hour or more over the posted limit).
  - Four or more moving or traffic violations (including speeding).

**ADDITIONAL REQUIREMENTS**

If selected, you will be required to pass an Advanced level pre-appointment background investigation and physical examination and drug screening.

- **Technical Interviews will be required for all candidates to determine the final qualification rating.**
- **If you are currently in a Power System Craftsman Trainee Step 5-10 positions are eligible to apply for this announcement. Please note that if you are selected for the position, you will be appointed to the step that you currently are.**

**SECURITY & SUITABILITY**

The sensitivity level of this position is designated as 'High Risk – Critical-sensitive', which requires that the selectee pass a Background investigation and receive a favorable suitability determination. For more information please visit:

[http://jobs.bpa.gov/How\\_To\\_Apply/faqs.cfm#18](http://jobs.bpa.gov/How_To_Apply/faqs.cfm#18)

### **APPLICATION PACKAGE CHECKLIST:**

- ☐ Resume, or other application, that fully describes your education and experience. Application must contain sufficient information to determine eligibility for the position. **Applications must include the following information:**
- Job Announcement number, title, and grade
  - Full legal name, mailing address, contact telephone number and email address
  - Country of citizenship
  - High school attended which includes name of high school and location.
  - Employment history [Unpaid experience (internships, volunteer work, etc.) related to the position may also be included]. Include job title (include series and grade if position was Federal), duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates (month and year), salary, and hours worked per week. Explain any gaps in employment.
  - Indicate if we may contact your current supervisor.
  - A list of other job-related training, skills (i.e., languages, tools, machinery, typing speed, etc.), certificates and licenses, recognition, professional memberships, publications, leadership activities, etc.
- ☐ SF-50 for current or reinstatement-eligible federal civilian employees
- ☐ Supplemental Questionnaire *(Failure to complete and submit the attached supplemental questionnaire may result in a determination of not qualified and your application will not receive further consideration).*
- ☐ Copy of your complete Non-Employment driving record dated within the last three months and covering the last 3 years obtained from the Dept. of Motor Vehicles. *(Failure to provide will result in a determination of not qualified and your application receive no further consideration).*
- ☐ Please only submit one application for this position, you will be notified when it is received.

If your resume or application does not provide all the information requested in the vacancy announcement, you may lose consideration. Material received after the closing date will not be accepted.

### **HOW TO SUBMIT YOUR APPLICATION:**

Applications may be emailed, faxed or mailed. Due to security requirements, we only accept hand-delivered application from individuals who currently have badge access to the building. Applicants are responsible for ensuring materials are transmitted successfully.

- **Via Email:** Application materials may be emailed to [jobs@bpa.gov](mailto:jobs@bpa.gov) with the Job Announcement Number in the subject line. If you send your application through multiple formats, please include your name and the Job Announcement Number on each page.
- **Via Facsimile:** Application materials may be faxed to 503-230-3149
- **Via US Mail:** Application materials may be mailed to Bonneville Power Administration, ATTN: Human Capital Management, NHQ-1, PO Box 3621, Portland, OR 97208-3621.

#### ***After You Apply:***

You will be notified via email of receipt of your application package. This will also explain our process in more detail. Applicants should retain a copy of their application as BPA does not return applications or provide copies.

For more information, please refer to: [http://jobs.bpa.gov/How\\_To\\_Apply/whathappens.cfm](http://jobs.bpa.gov/How_To_Apply/whathappens.cfm)

Applications submitted by fax or e-mail must be time/date stamped or electronically postmarked at point of origin no later than 11:59 pm PT. If all materials are not received by the closing date, your application will be evaluated solely on the information available and you may not receive full consideration or may not be considered eligible.

**ADDITIONAL INFORMATION:**

<b>VETERANS</b>	<p>The Veterans Employment Opportunity Act (<b>VEOA</b>) gives veterans access to job vacancies that might otherwise be closed to them. The law allows eligible veterans to compete for vacancies advertised under agency's promotion procedures when the agency is seeking applications from outside of its own workforce.</p> <p>The Veterans Recruitment Appointment Authority (<b>VRA</b>) is a special authority by which agencies can appoint eligible veterans without competition to positions at any grade level through General Schedule (GS) 11 or equivalent. VRA appointees are hired under excepted appointments to positions that are otherwise in the competitive service.</p> <p>For more information, please refer to the OPM VetGuide:  <a href="http://opm.gov/staffingPortal/Vetguide.asp">http://opm.gov/staffingPortal/Vetguide.asp</a></p>
<b>CAREER TRANSITION ASSISTANCE PROGRAM/ INTERAGENCY CAREER TRANSITION ASSISTANCE PROGRAM (CTAP/ICTAP)</b>	<p>Individuals who have special priority selection rights under the Agency Career Transition Assistance Program (CTAP) or the Interagency Career Transition Assistance Program (ICTAP) must be well qualified for the position to receive consideration for special priority selection. 'Well qualified' for non-status applicants means an applicant who scores 85 points or higher prior to the addition of veteran's preference, if applicable.</p> <p>Federal employees seeking CTAP/ICTAP eligibility must submit proof that they meet the requirements of 5 CFR 330.605 (a) for CTAP and 5 CFR 330.704 for ICTAP. This includes a copy of the agency notice, a copy of their most recent Performance Rating and a copy of their most recent SF-50 noting current position, grade level, and duty location. <b><u>Please annotate your application to reflect that you are applying as a CTAP or ICTAP eligible.</u></b></p> <p>For additional information please refer to <a href="http://www.opm.gov/ctap/">http://www.opm.gov/ctap/</a></p>
<b>BENEFITS</b>	Information on BPA benefits can be found at: <a href="http://www.jobs.bpa.gov/Benefits/">http://www.jobs.bpa.gov/Benefits/</a>
<b>EQUAL EMPLOYMENT OPPORTUNITY</b>	The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.
<b>REASONABLE ACCOMMODATION</b>	Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.
<b>LEGAL AND REGULATORY GUIDANCE</b>	<p><b>Privacy Act</b> - Privacy Act Notice (PL 93-579): The information requested here is used to determine qualifications for employment and is authorized under Title 5 U.S.C. 3302 and 3361.</p> <p><b>Signature</b> - Before you are hired, you will be required to certify the accuracy of the information in your application.</p> <p><b>False Statements</b> - If you make a false statement in any part of your application, you may not be hired; you may be fired after you begin work; or you may be subject to fine, imprisonment, or other disciplinary action.</p> <p><b>Selective Service</b> - If you are a male applicant born after December 31, 1959, you must certify that you have registered with the Selective Service System, or are exempt from having to do so under the Selective Service Law. You may obtain your Selective Service Number at:  <a href="https://www.sss.gov/ReqVer/wfVerification.aspx">https://www.sss.gov/ReqVer/wfVerification.aspx</a></p>
<b>FORMS AVAILABILITY</b>	All application materials may be obtained by calling 503-230-3230, or 1-877-975-4272. You may also download a copy of this announcement, including all forms, from our website at <a href="http://www.jobs.bpa.gov">http://www.jobs.bpa.gov</a> .



**U.S. DEPARTMENT OF ENERGY  
BONNEVILLE POWER ADMINISTRATION  
SUPPLEMENTAL QUESTIONNAIRE**

**POWER SYSTEM CONTROL (PSC) CRAFTSMAN TRAINEE**

				<b>10056-12</b>	
<b>Name</b>				<b>VACANCY ANNOUNCEMENT NUMBER (#)</b>	
<b>Street Address/P.O. Box</b>					
<b>City/State</b>				<b>Zip Code</b>	
<b>Telephone (Day)</b>	<i>(Evening/Cellular)</i>		<b>Electronic-mail address</b>		

**TO APPLICANT:** Your resume and responses to the self-assessment questions are an integral part of the process for determining your qualifications for the position. The information you provide will be used to determine your qualifications for this position. You are encouraged to complete the information in this Supplemental Questionnaire so we can determine your qualifications for this position, if we are unable to determine your qualification you will not receive consideration. Be sure your answers reflect your own actual skills and knowledge.

**PRIVACY ACT INFORMATION**

The Bonneville Power Administration is authorized to rate applicants for Federal jobs under the provisions of Title 5, United States Code, chapter 11, sections 1104, 1302, 3301, and 3304.

<b>CERTIFICATION STATEMENT</b>	
I certify that the information provided in this supplemental questionnaire is true and correct to the best of my knowledge.	
Signature	Date



**SUPPLEMENTAL QUESTIONNAIRE  
PSC CRAFTSMAN TRAINEE**

**Instructions**

It is important to support your responses to the self-assessment questions by providing examples of past and present experience when requested. The questions have been designed to cover a wide range of skills and knowledge to insure that you receive all credit for experience to which you are entitled.

This form is very long and there can be a tendency to rush through it. There are 6 sections (Elements) to this questionnaire. Applicants for journeyman Craftsman must fill out all 6 sections. Read the instructions contained at the beginning of each section and in the column headings carefully.

It is to your best interest to take your time and be complete. Short descriptive answers will be adequate, but they must include all the requested information. Minimize the use of "ditto" marks

**ELEMENT 1    ABILITY TO PERFORM THE WORK OF A POWER SYSTEM CONTROL CRAFTSMAN WITHOUT MORE THAN NORMAL SUPERVISION.**  
*(THIS IS A SCREEN-OUT ELEMENT.)*

*YOU ARE ENCOURAGED TO INSERT ADDITIONAL SHEETS ANYWHERE WITHIN THIS SUPPLEMENTAL QUESTIONNAIRE IF YOU NEED MORE ROOM TO PROVIDE COMPLETE AND FULL DISCRIPTION OF WHERE AND HOW YOU GAINED YOUR EXPERIENCES.*

Questions	Employment History and Independent Work Examples
List your employment history that relates to the electronics or telecommunications field. Include dates. Attaching a separate sheet is acceptable, (i.e. a Resume).	
List several examples that illustrate your ability to work independently doing installation, maintenance, and repair of a variety of electronic and telecommunications equipment. Utilize complex examples where possible, but keep the descriptions brief. Only include examples where you have had primary responsibility and personally performed the work.	

**Conditions of Employment:** Occasionally, work may be performed under other than normal conditions. Failure to address each condition of employment, or unwillingness on any condition, will result in a determination of not. Please indicate whether you will or will not work under the following conditions:

WILL

WILL NOT

\_\_\_\_\_

\_\_\_\_\_

Work under varying climatic conditions

\_\_\_\_\_

\_\_\_\_\_

Work in remote locations (may be alone)

\_\_\_\_\_

\_\_\_\_\_

Work with a team or crew

\_\_\_\_\_

\_\_\_\_\_

Work from a stepladder

\_\_\_\_\_

\_\_\_\_\_

Work around high voltage

\_\_\_\_\_

\_\_\_\_\_

Work subject to emergency call outs

\_\_\_\_\_

\_\_\_\_\_

Drive a snow cat vehicle

\_\_\_\_\_

\_\_\_\_\_

Lift and carry instruments weighing up to 80 lbs (23 kg)

**ELEMENT 2 KNOWLEDGE OF THE ASSEMBLY, ADJUSTMENT, AND REPAIR OF ELECTRONIC AND COMMUNICATIONS EQUIPMENT.**

- Activities:
- A. INSTALLATION - mounting and external wiring
  - B. PREVENTIVE MAINTENANCE - manufacturer's recommended or company's routine maintenance
  - C. TROUBLESHOOTING - analyzing and identifying defective assembly or subassembly
  - D. MODULE REPLACEMENT - replacement of an entire assembly or subassembly
  - E. COMMISSIONING - initial testing, assuring proper operation, and meeting manufacturer's specifications
  - F. KNOWLEDGE OF EQUIPMENT - where knowledge of equipment was obtained

Degree of Work Experience for each Activity listed.:

- 0 – No experience on this piece of equipment
- 1 - Limited experience (once or twice during telecommunications/electronic work experience).
- 2 - Moderate experience (performed this work on this piece of equipment approximately 3 to 5 times performing telecommunications/electronic work).
- 3 - Experience performed on a regular and recurring basis (performed on a weekly, monthly, semi-annually or other recurring basis).

EQUIPMENT GROUPS	Use the above Activities and Number scale to indicate your degree of work experience in blocks A thru E					List manufacturer of equipment and describe how you gained your knowledge of the equipment. <b>No credit for experience will be given without this information.</b> References to your application are acceptable, or utilize a separate sheet of paper if necessary.
1. RF 100 MHz to 8 GHz	A	B	C	D	E	F
MOBILE RADIO						
VHF RADIO REPEATER						
FIXED STATION UHF RADIO						
PORTABLE RADIO						
ANALOG MICROWAVE RADIO 1.8 GHZ AND ABOVE						
DIGITAL MICROWAVE RADIO 1.8 GHZ AND ABOVE						
RADAR						

**Cont:****ELEMENT 2 KNOWLEDGE OF THE ASSEMBLY, ADJUSTMENT, AND REPAIR OF ELECTRONIC AND COMMUNICATIONS EQUIPMENT.**

- Activities:
- A. INSTALLATION – mounting and external wiring
  - B. PREVENTIVE MAINTENANCE – manufacturer's recommended or company's routine maintenance
  - C. TROUBLESHOOTING – analyzing and identifying defective assembly or subassembly
  - D. MODULE REPLACEMENT – replacement of an entire assembly or subassembly
  - E. MODULE REPAIR – repairing defective components, align and test module
  - F. COMMISSIONING – initial testing, assuring proper operation, and meeting manufacturer's specifications
  - G. KNOWLEDGE OF EQUIPMENT – where knowledge of equipment was obtained

- Degree of Work                      0 – No experience on this piece of equipment
- Experience for each                1 - Limited experience (once or twice during entire telecommunications/electronic work experience)
- Activity listed:                      2 - Moderate experience (performed this work on this piece of equipment approximately 3 to 5 times performing telecommunications/electronic work).
- 3 – Experience performed on a regular and recurring basis (performed on a weekly, monthly, semi-annually or other recurring basis).

EQUIPMENT GROUPS	Use the above Activities and Number scale to indicate your degree of work experience in blocks A thru E						List manufacturer of equipment and describe how you gained your experience using the equipment. <b>No credit for experience will be given without this information.</b> Reference to your application is acceptable, or utilize a separate sheet if necessary
<b>2. ANALOG OR DIGITAL MULTIPLEX</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
FREQUENCY DIVISION MULTIPLEX							
DIGITAL MULTIPLEX (DS1 OR T1 TYPE MULTIPLEXER)							
DACS (DIGITAL ACCESS & CROSS CONNECT SYSTEM)							
<b>3. EMERGENCY POWER SYSTEMS</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
ENGINE GENERATORS (>10KW)							
COMMUNICATIONS BATTERY AND CHARGER (24 VDC AND GREATER)							
INVERTERS							
<b>4. FIBER OPTICS SYSTEMS</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
DIGITAL FIBER SYSTEMS (SINGLE-MODE FIBER)							
ANALOG FIBER SYSTEMS							
FIBER OPTIC CABLE SPLICING/TESTING							

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**ELEMENT 2 KNOWLEDGE OF THE ASSEMBLY, ADJUSTMENT, AND REPAIR OF ELECTRONIC AND COMMUNICATIONS EQUIPMENT.**

- Activities:
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  - B. PREVENTIVE MAINTENANCE – manufacturer's recommended or company's routine maintenance
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  - D. MODULE REPLACEMENT – replacement of an entire assembly or subassembly
  - E. MODULE REPAIR – repairing defective components, align and test module
  - F. COMMISSIONING – initial testing, assuring proper operation, and meeting manufacturer's specifications
  - G. KNOWLEDGE OF EQUIPMENT – where knowledge of equipment was obtained

- Degree of Work Experience for each Activity listed:
- 0 – No experience on this piece of equipment
  - 1 - Limited experience (once or twice during entire telecommunications/electronic work experience)
  - 2 - Moderate experience (performed this work on this piece of equipment approximately 3 to 5 times during telecommunications/electronic work experience).
  - 3 – Experience performed on a regular and recurring basis (performed on a weekly, monthly, semi-annually or other recurring basis).

EQUIPMENT GROUPS	Use the above Activities and Number scale to indicate your degree of work experience in blocks A thru E.						List manufacturer of equipment and describe how you gained your experience using the equipment. <b>No credit for experience will be given without this information.</b> Reference to your application is acceptable, or utilize a separate sheet if necessary
<b>5. LINE PROTECTION RELAYING</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
POWER LINE CARRIER (USED BY POWER UTILITIES)							
TRANSFER TRIP (USED BY POWER UTILITIES)							
POWER LINE FAULT LOCATOR EQUIPMENT							
<b>6. NETWORKING SYSTEMS AND PROTOCOLS</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
HUBS/SWITCHES/ROUTER DEVICES (COMMERCIAL APPLICATIONS)							
TCP/IP PROTOCOLS (COMMERCIAL APPLICATIONS)							
OTHER NETWORKING DEVICES/PROTOCOLS							
<b>7. CONTROL SYSTEMS</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
PROGRAMMABLE LOGIC CONTROLLER							
SCADA RTU/SYSTEM							
ALARMS SYSTEMS							

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**ELEMENT 2 KNOWLEDGE OF THE ASSEMBLY, ADJUSTMENT, AND REPAIR OF ELECTRONIC AND COMMUNICATIONS EQUIPMENT**

- Activities:
- A. INSTALLATION – mounting and external wiring
  - B. PREVENTIVE MAINTENANCE – manufacturer's recommended or company's routine maintenance
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- Degree of Work Experience for each Activity listed:
- 0 – No experience on this piece of equipment
  - 1 - Limited experience (once or twice during entire telecommunications/electronic work experience)
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  - 3 – Experience performed on a regular and recurring basis (performed on a weekly, monthly, semi-annually or other recurring basis).

EQUIPMENT GROUPS	Use the above Activities and Number scale to indicate your degree of work experience in blocks A thru E						List manufacturer of equipment and describe how you gained your experience using the equipment. <b>No credit for experience will be given without this information.</b> Reference to your application is acceptable, or utilize a separate sheet if necessary
	A	B	C	D	E	F	
<b>8. TELEPHONE SYSTEM AND MISC. SUPPORT EQUIPMENTS</b>							<b>G</b>
TELEPHONE SWITCHES-PBX							
TELEPHONE KEY SYSTEMS							
DIAL ACCESS TRUNKS/SIGNALING EQUIPMENT							
TELEMETERING EQUIPMENT							

**ELEMENT 3 USE OF ELECTRONIC TEST EQUIPMENT.**

## INSTRUCTIONS:

**COLUMN A** LIST OF INSTRUMENTS USED BY POWER SYSTEM CONTROL CRAFTSMAN**COLUMN B** IF YOU HAVE UTILIZED INSTRUMENT, INDICATE AMOUNT OF USE, ACCORDING TO THE FOLLOWING CODES:

- (1) OCCASIONAL USE (YEARLY)
- (2) MODERATE USE (SEVERAL TIMES PER YEAR)
- (3) REGULAR USE (MONTHLY)
- (4) EXTENSIVE USE (WEEKLY)

**COLUMN C** INDICATE YOUR CURRENT LEVEL OF KNOWLEDGE OF THE TEST INSTRUMENT, ACCORDING TO THE FOLLOWING CODES:

- (1) BASIC KNOWLEDGE
- (2) GENERAL KNOWLEDGE ( UNDERSTAND LIMITATION AND ACCURACY OF TEST INSTRUMENT )
- (3) THOROUGH KNOWLEDGE ( ABILITY TO INSTRUCT OTHERS IN PROPER USE OF TEST INSTRUMENT )

**COLUMN D** DESCRIBE THE TYPE OF TEST YOU WERE PERFORMING AND THE MODEL NUMBER OF THE INSTRUMENT UTILIZED. THIS MUST BE COMPLETED TO BE CREDITED FOR THE USE OF THE TEST INSTRUMENT.

A.	INSTRUMENTS	B	C	D
1.	VOLT / OHM / AMP METER DIGITAL MULTIMETER			
2.	RS-232 BREAK OUT BOX			
3.	LAN/WAN SNIFFER			
4.	DYNAMIC SIGNAL ANALYZER			
5.	OSCILLOSCOPE , TYPES			
6.	SINAD METER			
7.	PAR TEST SET			
8.	BERT TEST INSTRUMENT			
9.	AUDIO SIGNAL GENERATOR (Transmission Test Set)			
10.	PROGRAMMABLE INSTRUMENTS			
11.	DIAGNOSTIC NETWORKING SOFTWARE			
12.	DTMF TEST SET			



Con't:

**ELEMENT 3 USE OF ELECTRONIC TEST EQUIPMENT**

INSTRUCTIONS:

**COLUMN A** LIST OF INSTRUMENTS USED BY POWER SYSTEM CONTROL CRAFTSMAN**COLUMN B** IF YOU HAVE UTILIZED INSTRUMENT, INDICATE AMOUNT OF USE, ACCORDING TO THE FOLLOWING CODES:

- (1) OCCASIONAL USE (YEARLY)
- (2) MODERATE USE (SEVERAL TIMES PER YEAR)
- (3) REGULAR USE (MONTHLY)
- (4) EXTENSIVE USE (WEEKLY)

**COLUMN C** INDICATE YOUR CURRENT LEVEL OF KNOWLEDGE OF THE TEST INSTRUMENT, ACCORDING TO THE FOLLOWING CODES:

- (1) BASIC KNOWLEDGE
- (2) GENERAL KNOWLEDGE (UNDERSTAND LIMITATION AND ACCURACY OF TEST INSTRUMENT )
- (3) THOROUGH KNOWLEDGE ( ABILITY TO INSTRUCT OTHERS IN PROPER USE OF TEST INSTRUMENT )

**COLUMN D** DESCRIBE THE TYPE OF TEST YOU WERE PERFORMING AND THE MODEL NUMBER OF THE INSTRUMENT UTILIZED. THIS MUST BE COMPLETED TO BE CREDITED FOR THE USE OF THE TEST INSTRUMENT

A.	INSTRUMENTS	B	C	D
13.	WHITE NOISE TEST SET			
14.	AUDIO SPECTRUM ANALYZER			
15.	VHF / UHF SERVICE MONITOR			
16.	VHF / UHF POWER METER			
17.	RF FREQUENCY COUNTER			
18.	RF SPECTRUM ANALYZER			
19.	RF SIGNAL GENERATOR			
20.	FREQUENCY SELECTIVE VOLTMETER			
21.	BASEBAND SPECTRUM ANALYZER			
22.	MICROWAVE POWER METER			

Con't:

**ELEMENT 3 USE OF ELECTRONIC TEST EQUIPMENT.****INSTRUCTIONS:****COLUMN A** LIST OF INSTRUMENTS USED BY POWER SYSTEM CONTROL CRAFTSMAN**COLUMN B** IF YOU HAVE UTILIZED INSTRUMENT, INDICATE AMOUNT OF USE, ACCORDING TO THE FOLLOWING CODES:

- (1) OCCASIONAL USE (YEARLY)
- (2) MODERATE USE (SEVERAL TIMES PER YEAR)
- (3) REGULAR USE (MONTHLY)
- (4) EXTENSIVE USE (WEEKLY)

**COLUMN C** INDICATE YOUR CURRENT LEVEL OF KNOWLEDGE OF THE TEST INSTRUMENT, ACCORDING TO THE FOLLOWING CODES:

- (1) BASIC KNOWLEDGE
- (2) GENERAL KNOWLEDGE (UNDERSTAND LIMITATION AND ACCURACY OF TEST INSTRUMENT )
- (3) THOROUGH KNOWLEDGE ( ABILITY TO INSTRUCT OTHERS IN PROPER USE OF TEST INSTRUMENT )

**COLUMN D** DESCRIBE THE TYPE OF TEST YOU WERE PERFORMING AND THE MODEL NUMBER OF THE INSTRUMENT UTILIZED. THIS MUST BE COMPLETED TO BE CREDITED FOR THE USE OF THE TEST INSTRUMENT

A.	INSTRUMENTS	B	C	D
23.	DS1/T1 TEST SET			
24.	NETWORK CABLE TESTER, CAT 5, CAT 8, ETC.			
25.	LOGIC ANALYZER			
26.	NETWORK ANALYZER			
27.	OPTICAL SPECTRUM ANALYZER			
28.	PROTOCOL ANALYZER			
29.	FIBER OPTICS ATTENUATOR			
30.	FIBER OPTIC SOURCES/POWER METER			
31.	FIBER OPTICS OTDR/OSA			
32.	RFI/TVI TEST EQUIPMENT			
33.	MICROWAVE SWEEP GENERATOR			
34.	MICROWAVE NOISE LOADING TEST SET			
35.	MICROWAVE LINK ANALYZER			
36.	SCADA TEST SET			

**ELEMENT 4 KNOWLEDGE OF ELECTRONIC COMMUNICATION THEORY.**

A. Formal Education (Circle Highest Grade Completed)	High School					College				Technical School	# of months completed
	8	9	1	1	1	1	2	3	4		

Degrees or certificates awarded from college or technical school: \_\_\_\_\_

**ATTACH COPY OF COLLEGE OR TECHNICAL SCHOOL TRANSCRIPTS**

NAME OF SCHOOL	LOCATION	DATES ATTENDED		HIGHEST DEGREE AWARDED
		FROM	TO	

Have you completed a formal Electronic Communications Apprenticeship Program? Yes \_\_\_\_\_ No \_\_\_\_\_ Which craft/trade \_\_\_\_\_

Dates Attended: \_\_\_\_\_ To \_\_\_\_\_ Length of training/Number of Years \_\_\_\_\_

From \_\_\_\_\_

Sponsored by: \_\_\_\_\_ Did you receive a certificate: Yes \_\_\_\_\_ No \_\_\_\_\_

Which of the following did the apprenticeship include? On-the-job Training \_\_\_\_\_ Classroom \_\_\_\_\_ Correspondence \_\_\_\_\_

B. List courses you have taken related to the electronic communications area including courses taken in **military, manufacturers-sponsored training, company-sponsored training, I.C.S., college, trade school, union, or others. List hours/days/or weeks of training.** (If necessary, continue on an additional sheet of paper.) **DO NOT LIST COURSES WHICH WERE A PART OF YOUR APPRENTICESHIP TRAINING.**

Course Title	Type of School	Date Begin	Date Ending	Credit Hours	Classroom Hours	Pass	Fail	Quit	Brief Course Description

Con't:

**ELEMENT 4 KNOWLEDGE OF ELECTRONIC COMMUNICATION THEORY.**

C. INSTRUCTIONS: IN THE BOX NEXT TO EACH THEORY, PLACE THE NUMBER WHICH DESCRIBES YOUR CURRENT LEVEL OF KNOWLEDGE.

LEVEL OF KNOWLEDGE:

1. NO KNOWLEDGE OF THAT THEORY
2. BASIC UNDERSTANDING OF THE THEORY
3. THOROUGH KNOWLEDGE AND APPLICATION OF THEORY
4. COMPREHENSIVE UNDERSTANDING AND ABILITY TO INSTRUCT OTHERS

THEORY	KNOWLEDGE NUMBER	THEORY	KNOWLEDGE NUMBER	THEORY	KNOWLEDGE NUMBER
		FIBER OPTICS SYSTEMS		ANALOG IC	
ADVANCED AC/DC THEORY		RF WAVE GUIDE SYSTEMS		SCR'S, FET'S, AND MOV'S	
INDUCTIVE / CAPACITIVE REACTANCE		RF TRANSMISSION LINE		OPERATIONAL AMPLIFIERS	
DATA TRANSMISSION THEORY		RF TRANSMITTER		CMOS, LSI, VLSI	
ANTENNA RADIATION THEORY		RF RECEIVER		<b>MATHEMATICAL THEORY</b>	
AUDIO POWER AMPLIFIER		RF POWER AMPLIFIER		ALGEBRA	
POWER SUPPLY		TELEPHONE SYSTEMS		VECTOR ANALYSIS	
TVI - RFI THEORY		DECIBELS		CALCULUS	
<b>TELECOMMUNICATION</b>		ANTENNA SYSTEMS		<b>COMPUTER THEORY AND DATA COMMUNICATIONS</b>	
TVI - RFI THEORY, TELECOMMUNICATIONS		RF WAVE PROPAGATION		INSTRUMENT CONTROLLERS	
MICROWAVE COMMUNICATION, TELECOMMUNICATIONS				LAN/WAN (COMMERCIAL)	
MULTIPLEX SYSTEMS, MICROWAVE COMMUNICATION		TELEPHONE SWITCHING THEORY		NETWORKING (COMMERCIAL)	
MICROWAVE MEASUREMENT MULTIPLEX SYSTEMS		<b>SOLID STATE THEORY</b>		NUMBER SYSTEMS - INCLUDING BINARY, HEXADECIMAL & OCTAL	
MODULATION THEORY MICROWAVE MEASUREMENT		TRANSISTOR		PROGRAMMING	
VHF / UHF COMMUNICATION SYSTEMS		DIODE		COMMUNICATIONS PROTOCOL	
		DIGITAL IC		ROUTERS, BRIDGES, HUBS	

Con't:

**ELEMENT 5 KNOWLEDGE OF ELECTRONIC EQUIPMENT AND TROUBLESHOOTING PROCEDURES.****PART A**

FOR EACH **KIND OF TROUBLESHOOTING** LISTED BELOW, INDICATE YOUR HIGHEST EXPERIENCE BY WRITING THE TROUBLESHOOTING TYPE NUMBER AND GIVE AN EXAMPLE THAT DEMONSTRATES THAT LEVEL OF EXPERIENCE.

**TROUBLESHOOTING EXPERIENCE TYPE NUMBERS:**

1. HAVE NOT DONE
2. HAVE ASSISTED OR DONE WITH GUIDANCE
3. HAVE SHARED RESPONSIBILITY WITH OTHER TEAM MEMBERS
4. FULLY RESPONSIBLE FOR INDEPENDENT TROUBLESHOOTING
5. HAVE BEEN A TECHNICAL RESOURCE FOR OTHERS (i.e. SENIOR LEAD TECHNICIAN)

KIND OF TROUBLESHOOTING	EXPERIENCE NO. (1-5)	GIVE AN EXAMPLE (EQUIPMENT, PROBLEM, RESOLUTION, SERVICE AWARDS, ETC.)
REPLACED MINOR COMPONENTS, USING VISUAL INSPECTION TO DETECT TROUBLE OR FAILURES		
TROUBLESHOOT EQUIPMENT TO THE CIRCUIT CARD AND REPLACE FAILED CARD (MODULE REPLACEMENT)		
TROUBLESHOOT CARDS TO THE COMPONENT LEVEL AND REPAIR BY REPLACING THE COMPONENT		
TROUBLESHOOT A COMPLETE SYSTEM INCLUDING SEVERAL SUBSYSTEMS		
TROUBLESHOOT EQUIPMENT THAT IS NEW TO YOU USING INSTRUCTION MANUALS AND DRAWINGS		
TROUBLESHOOT ELECTRONIC EQUIPMENT UNDER CONDITIONS OF LIMITED TIME (MINIMAL OUTAGE DURATION)		

Con't:

**ELEMENT 5 KNOWLEDGE OF ELECTRONIC EQUIPMENT AND TROUBLESHOOTING PROCEDURES AND DOCUMENTATION.****PART A**

FOR EACH **KIND OF TROUBLESHOOTING** LISTED BELOW, INDICATE YOUR HIGHEST EXPERIENCE BY WRITING THE TROUBLESHOOTING TYPE NUMBER AND GIVE AN EXAMPLE THAT DEMONSTRATES THAT LEVEL OF EXPERIENCE.

**TROUBLESHOOTING EXPERIENCE TYPE NUMBERS:**

1. HAVE NOT DONE
2. HAVE ASSISTED OR DONE WITH GUIDANCE
3. HAVE SHARED RESPONSIBILITY WITH OTHER TEAM MEMBERS
4. FULLY RESPONSIBLE FOR INDEPENDENT TROUBLESHOOTING
5. HAVE BEEN A TECHNICAL RESOURCE FOR OTHERS (i.e. SENIOR LEAD TECHNICIAN)

KIND OF TROUBLESHOOTING	EXPERIENCE NO. (1-5)	GIVE AN EXAMPLE (EQUIPMENT, PROBLEM, RESOLUTION, SERVICE AWARDS, ETC.)
TROUBLESHOOT INTERMITTENT RECURRING MALFUNCTIONS		
TROUBLESHOOT USING TEST JIGS TO DETECT TROUBLE		
TROUBLESHOOT DATA TRANSMISSION PROBLEMS (MODEMS, STAT MUX, ROUTERS, ETC.)		
DEVELOPED A TROUBLE SHOOTING PROCEDURE OR GUIDE THAT WAS UTILIZED BY OTHERS		
TROUBLESHOOT A RF PROPAGATION, INTERMOD, OR ANTENNA SYSTEM PROBLEM		
UTILIZED DIGITAL LOGIC TROUBLE SHOOTING TECHNIQUES		

Con't:

**ELEMENT 5 KNOWLEDGE OF ELECTRONIC EQUIPMENT AND TROUBLESHOOTING PROCEDURES AND DOCUMENTATION.****PART B**

LIST OF DOCUMENTATION	YES	NO	INDICATE HOW YOU HAVE USED THE DOCUMENTATION, FOR WHAT PURPOSE, AND WHAT KIND OF EQUIPMENT WAS INVOLVED
1. EQUIPMENT INSTRUCTION BOOKS			
2. EQUIPMENT ELECTRICAL WIRING DIAGRAMS			
3. EQUIPMENT CABLING DIAGRAMS			
4. EQUIPMENT TEST DOCUMENTATION			
5. EQUIPMENT SPECIFICATIONS			
6. EQUIPMENT FLOOR PLANS			
7. JACKFIELD WIRING DIAGRAMS			
8. WAVE GUIDE ROUTING DIAGRAMS			
9. SITE DEVELOPMENT DRAWINGS			
10. SIGNAL FLOW DIAGRAMS			
11. BLOCK AND LEVEL DIAGRAMS			
12. PROVISION RECORDS ON DIGITAL SYSTEMS			

Con't:

**ELEMENT 5 KNOWLEDGE OF ELECTRONIC EQUIPMENT AND TROUBLESHOOTING PROCEDURES AND DOCUMENTATION.****PART B**

LIST OF DOCUMENTATION	YES	NO	INDICATE HOW YOU HAVE USED THE DOCUMENTATION, FOR WHAT PURPOSE, AND WHAT KIND OF EQUIPMENT WAS INVOLVED
13. SINGLE LINE DIAGRAMS			
14. DIGITAL LOGIC DIAGRAMS			
15. CIRCUIT SCHEMATIC DIAGRAMS			
16. CROSS CONNECT DIAGRAMS OR CIRCUIT LAYOUT RECORD CARDS			
17. SYSTEM TEST PLAN			
18. COMMUNICATION TOWER ASSEMBLY AND ERECTION PLANS			
19. PASSIVE REFLECTOR PLOT PLANS, ASSEMBLY DRAWING			
20. INSTALLATION HARDWARE DRAWINGS			
21. CIRCUIT MODIFICATION DIAGRAMS			
22. MAINTENANCE PROCEDURES			
23. FACTORY FIELD CHANGES			
24. WORK STATEMENTS/ PROJECT DIAGRAMS			





**Applicant Source Form**

The Bonneville Power Administration’s Human Capital Management office has an ongoing process improvement objective associated with recruitment and outreach strategies. In order for us to assess the effectiveness of our current advertising and Recruitment efforts, please identify how you learned about this job by marking the appropriate box below:

Vacancy Announcement Number 10056-12	Position Title, Series, Grade Power System Control Craftsman Trainee 5, BB-2604-00
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- ☐ **BPA Website**
- ☐ **USAJOBS Website**
- ☐ **Job Board** (CareerBuilder, Craigslist, Employment Dept, etc.)  
**(please specify):** \_\_\_\_\_
- ☐ **Industry Website or Event** (National Institute of Government Purchasers, GreenDrinks, etc.)  
**(please specify):** \_\_\_\_\_
- ☐ **Social Media Website** (Facebook, LinkedIn, etc.)  
**(please specify):** \_\_\_\_\_
- ☐ **Career Fair** (campus events, community event)  
**(please specify):** \_\_\_\_\_
- ☐ **BPA employee**
- ☐ **Other (please specify):** \_\_\_\_\_

U.S. Office of Personnel Management Guide to Personnel Data Standards	<b>ETHNICITY AND RACE IDENTIFICATION</b> (Please read the Privacy Act Statement and instructions before completing form.)	
Name (Last, First, Middle Initial) <div style="background-color: #cccccc; width: 100px; height: 20px;"></div>		
Agency Use Only		
<p><b>Privacy Act Statement</b></p> <p>Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation.</p> <p>This information is used as necessary to plan for equal employment opportunity throughout the Federal government. It is also used by the U. S. Office of Personnel Management or employing agency maintaining the records to locate individuals for personnel research or survey response and in the production of summary descriptive statistics and analytical studies in support of the function for which the records are collected and maintained, or for related workforce studies.</p>		
<p><b>Specific Instructions:</b> The two questions below are designed to identify your ethnicity and race. <b>Regardless of your answer to question 1, go to question 2.</b></p>		
<p><b>Question 1. Are You Hispanic or Latino?</b> (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		
<p><b>Question 2.</b> Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box. Check as many as apply.</p>		
<b>RACIAL CATEGORY</b> (Check as many as apply)	<b>DEFINITION OF CATEGORY</b>	
<input type="checkbox"/> American Indian or Alaska Native  <input type="checkbox"/> Asian  <input type="checkbox"/> Black or African American  <input type="checkbox"/> Native Hawaiian or Other Pacific Islander  <input type="checkbox"/> White	<p>A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.</p> <p>A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.</p> <p>A person having origins in any of the black racial groups of Africa.</p> <p>A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.</p> <p>A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.</p>	

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